

STUDENT SERVICE FEE REQUEST FOR 2019-2020

FISCAL YEAR 2020

Name of Unit: XXXXXXXXXXXXX

Dept#: H0XXX

| Funding Sources | FY 2018 | FY 2018 | FY 2019 | FY 2019 | FY 2020 |
|--|------------------------------|-----------------------|------------------------------|------------------------------------|---------------------------------|
| | Approved Budget 2017-2018 | Actuals 2017- 2018 | Approved Budget 2018-2019 | Projected Actuals for 2018-2019 | Budget Request for 2019-2020 |
| Student Service Fees- Base Budget | 4,362,707 | \$ 4,362,707 | \$ 4,362,707 | \$ 4,362,707 | 4,362,707 |
| SSF Merit/Salary Increase | | | | | - |
| Student Service Fees Base Augmentation Request | | | | | - |
| Student Service Fees One-Time Request | | | | | - |
| Student Service Fees One-Time Additional Request | | | | Enter Add'l One time | |
| SSF One Time Fund Equity Rollover | | | | | |
| CFWD from Prior Year (Open Commitments) | | | | | |
| Creation of Business Services Program | | | | | |
| Income From All Other Sources | | | | | |
| State Funding (Fund 1) | | | | | |
| Designated (Fund 2) | | | | | |
| Designated (Fund 2)/Sales&Services E&G | | | | | |
| Sales & Services Income (Fund 3) | 4,900,364 | \$ 4,331,231 | \$ 5,763,000 | \$ 5,763,000 | 5,750,000 |
| Programs/Events Income (Fund 3) | 1,396,830 | \$ 1,765,093 | \$ 1,050,000 | \$ 1,050,000 | 1,312,500 |
| Facility Rental Income (Fund 3) | | | | | |
| Gifts/Donations (Fund 4) | \$ 6,786,656 | \$ 6,108,303 | \$ 6,832,139 | \$ 6,832,139 | 6,800,000 |
| Endowment/Scholarships (Fund 4) | \$ 249,238 | \$ 243,701 | \$ 243,701 | \$ 243,701 | 250,000 |
| Grants (Fund 5) | | | | | |
| Other Income (itemize below) | | | | | |
| Sponsorship Revenue | \$ 3,700,500 | \$ 4,157,047 | \$ 3,825,500 | \$ 3,825,500 | 4,000,000 |
| University Support | 8,809,027 | \$ 8,809,027 | \$ 8,809,027 | \$ 8,809,027 | 8,809,027 |
| NCAA/Conference Distribution | \$ 3,350,911 | \$ 4,822,263 | \$ 3,494,994 | \$ 3,494,994 | 3,850,000 |
| Guarantees Received | \$ 263,000 | \$ 263,000 | \$ 300,000 | \$ 300,000 | 300,000 |
| Financial Reserve | \$ 8,305,444 | \$ 8,305,444 | \$ 8,183,684 | \$ 8,183,684 | 8,183,684 |
| Other Misc Revenue | | | \$ 620,674 | \$ 620,674 | 625,000 |
| Dedicated Fees-Base Budget-Student Center | | | | | |
| Dedicated Fees-Base Budget-SC Transformation | | | | | |
| Dedicated Fees-Base Budget Recreation Facility | | | | | |
| Dedicated Fees-Base Budget Athletic Facilities | 4,414,698 | \$ 4,414,698 | \$ 4,418,323 | \$ 4,418,323 | 4,418,323 |
| Subtotal of Income | 46,539,375 | 47,582,514 | \$ 47,903,749 | \$ 47,903,749 | \$ 48,661,241 |
| Deductions from Income | | | | | |
| Student Fee Waivers-SC | | | | | |
| Student Fee Waivers- SC Transformation | | | | | |
| Student Fee Waivers- Recreation | | | | | |
| Bad Debt | | | | | |
| | | | 0 | 0 | |
| Subtotal of Deductions from Income | | | | | |
| TOTAL INCOME | | | | | |

| Expenses | Approved Budget 2017-2018 | Actuals 2017- 2018 | Approved Budget 2018-2019 | Projected Actuals for 2018-2019 | Budget Request for 2019-2020 |
|--|------------------------------|-----------------------|------------------------------|------------------------------------|---------------------------------|
| Salaries and Wages | | | | | |
| Exempt Category Employee Salaries | \$ 14,440,458 | \$ 15,526,443 | \$ 16,370,080 | \$ 16,370,080 | \$ 15,870,080 |
| Non-Exempt Employee Wages | \$ 630,483 | \$ 673,183 | \$ 505,186 | \$ 505,186 | \$ 600,000 |
| Student Workers Wages (NCWS) | \$ 287,000 | \$ 215,060 | \$ 261,000 | \$ 261,000 | \$ 265,000 |
| Student Workers Wages (Graduate Students) | \$ 50,000 | \$ 53,755 | \$ 50,000 | \$ 50,000 | \$ 57,000 |
| Student Workers Wages (Summer Instructor Students) | | \$ 13,200 | | | |
| Other Temporary Workers Wages | | | | | |
| Longevity | \$ 93,270 | \$ 83,800 | \$ 92,550 | \$ 92,550 | \$ 100,000 |
| Severance Pay - Normal Turnover | | \$ 10,631 | | | |
| Graduate Insurance Stipend | | | | | |
| Shift Differential Wages | | \$ 13,200 | | | |
| Overtime Wages | | | | | |
| | \$ 15,501,211 | \$ 16,589,272 | \$ 17,278,816 | \$ 17,278,816 | \$ 16,892,080 |
| Salaries and Wages Total | | | | | |
| Fringe Benefits | Fringe Benefits Total | \$ 3,204,721 | \$ 3,419,451 | \$ 3,526,000 | \$ 3,526,000 |
| Other Expenses | | | | | |
| Advertising | \$ 900,000 | \$ 1,054,797 | \$ 900,000 | \$ 900,000 | \$ 1,000,000 |
| Awards | | | | | |
| Business Meals | | | | | |
| Clinical/Lab Supplies | | | | | |
| Competition Fees | | | | | |
| Computer/Hw/Sw Supplies/Repairs | \$ 100,000 | \$ 369,640 | \$ 100,000 | \$ 100,000 | \$ 100,000 |
| Construction/Renovation | | | | | |
| Consulting Services | | | | | |
| Cost Of Goods Sold | | | | | |
| Facilities Work Orders | | | | | |
| Financial/Legal | | | | | |
| Office/General Supplies | \$ 100,000 | \$ 211,292 | \$ 100,000 | \$ 100,000 | \$ 100,000 |
| Other Expense | | \$ 205,526 | | | |
| Parts/Furniture | | | | | |
| Printing/Postal/Freight | \$ 475,000 | \$ 309,526 | \$ 311,683 | \$ 311,683 | \$ 311,683 |
| Professional Development | \$ 25,000 | \$ 30,270 | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| Programs/Events | | | | | |
| Prospective/New Employee | | | | | |
| Rental/Lease | \$ 250,000 | \$ 444,718 | \$ 295,000 | \$ 295,000 | \$ 295,000 |
| Repairs/Maintenance | \$ 500,000 | \$ 542,055 | \$ 500,000 | \$ 500,000 | \$ 500,000 |
| Scholarships/Stipends | \$ 7,400,000 | \$ 8,131,874 | \$ 7,497,139 | \$ 7,497,139 | \$ 7,797,025 |
| Security Services | | | | | |
| Services | | | | | |
| Student Leadership Stipend | | | | | |
| Teaching Food | | | | | |
| Teaching Supplies | | | | | |
| Telecom Services/Supplies | | | | | |
| Temporary Staffing | | | | | |
| Travel | \$ 3,850,000 | \$ 5,091,566 | \$ 4,206,500 | \$ 4,206,500 | \$ 4,416,825 |
| Travel/Guest (Recruiting) | | \$ 203,190 | | | |
| Travel/Student | | \$ 86,784 | | | |
| Uniforms | \$ 900,000 | \$ 1,108,569 | \$ 900,000 | \$ 900,000 | \$ 900,000 |
| Utilities | \$ 1,500,000 | \$ 1,431,209 | \$ 1,500,000 | \$ 1,500,000 | \$ 1,500,000 |
| Other Itemized | | | | | |
| Medical-Professional Services | \$ 850,000 | \$ 976,599 | \$ 850,000 | \$ 850,000 | \$ 867,334 |
| Credit Card Usage Fee | \$ 375,000 | \$ 225,033 | \$ 375,000 | \$ 375,000 | \$ 375,000 |
| Information Tech Charge | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 | \$ 200,000 |
| Moving Expenses | \$ 50,000 | \$ 54,255 | \$ 50,000 | \$ 50,000 | \$ 50,000 |
| Event Management | \$ 1,500,000 | \$ 1,685,526 | \$ 1,500,000 | \$ 1,500,000 | \$ 1,500,000 |
| Meals/Nutrition | \$ 677,317 | \$ 1,295,121 | \$ 757,317 | \$ 757,317 | \$ 1,000,000 |
| Guarantees Paid | \$ 875,000 | \$ 931,650 | \$ 870,000 | \$ 870,000 | \$ 870,000 |
| Projects-Furniture & Equipment CAPITAL | | | | | |
| Projects-Construction (equity transfer) | | | | | |
| Debt Service | \$ 6,006,126 | \$ 6,517,744 | \$ 4,861,294 | \$ 4,861,294 | \$ 4,861,294 |
| Deferred Maintenance / Reserve | | | | | |
| Admin Charge (6% of Total Expense) | \$ 1,300,000 | \$ 1,354,705 | \$ 1,300,000 | \$ 1,300,000 | \$ 1,400,000 |
| | \$ 46,539,375 | \$ 52,470,372 | \$ 47,903,749 | \$ 47,903,749 | \$ 48,661,241 |
| Bad Debt Expense | | | \$ - | \$ - | \$ 0 |
| Other Expenses Total | | | | | |
| 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL EXPENSE | | | | | |
| 0 | 0 | 0 | 0 | 0 | 0 |
| BALANCE (Income less Expenses) | | | | | |

SFAC Only - FY2018 Recap

| | | | FY 2018 | FY 2018 | FY 2018 | FY 2018 | FY 2018 |
|---------------------------------|---|--|-----------------------|------------------------|---|------------------------------|---------------------------------|
| | | | Base Budget 2017-2018 | Final Budget 2017-2018 | Actual Expenses + Commitments 2017-2018 | Approved Equity Carryforward | Funds to be Returned to Reserve |
| Salary/Wage/Fringe | | | | | | | 0 |
| Maintenance&Operations/Travel | | | | | | | 0 |
| Utilities | | | | | | | 0 |
| Fund Transfers for Maintenance | | | | | | | 0 |
| SFAC Totals | | | 0 | 0 | 0 | 0 | 0 |
| Funds to be Returned to Reserve | 0 | | | | | | 0 |

APPROVALS:

To the best of my knowledge this report is accurate and reflects the unit's priorities. The figures provided have been checked and verified.

(print names & UH affiliation next to all signatures.)

Signature of Department Head: _____

Title: Chris Pezaman, VP- Athletics

Date: 10/18/18

Other AVP Required Signatures/Dates _____

Form Completed By: M. Porter

Certifying Signature & Date:  10/18/18